

# State Board of Finance Minutes

Tuesday, February 20, 2018  
2:00 p.m.

Governor's Small Conference Room  
Capitol Building

**Board members present:** Tony Venhuizen, Office of the Governor; Teresa Bray, Office of the Secretary of State; Ann Holzhauser, Office of the Attorney General; Jason Lutz, Office of the State Auditor; Rich Sattgast, State Treasurer; Ryan Brunner, Commissioner of School & Public Lands; Leah Svendsen, Bureau of Administration; and Colin Keeler, Bureau of Finance and Management. Guests included Kayla Dowling, Secretary of State, and Chris Petersen, Department of Game, Fish, & Parks/Department of Agriculture.

**Call to order:** Tony Venhuizen called the meeting to order at 2:01 p.m.

**Agenda:** Teresa Bray moved and Rich Sattgast seconded to approve the agenda as presented. A voice vote was taken. Motion carried.

**Minutes:** Rich Sattgast moved and Leah Svendsen seconded to approve the minutes from the meeting on January 16, 2018. A voice vote was taken. Motion carried.

**State Transfer:** Colin Keeler moved and Rich Sattgast seconded to approve the following State Transfers. A roll call vote was taken and the motion carried unanimously.

- Department of Game, Fish, and Parks
  - Jacob Hasz
  - Jacob T. Manning
  - Blake Swanson
  - Michael Undlin
- South Dakota Highway Patrol
  - Stuart Griffith

**Professional Recruitment:** Rich Sattgast moved and Teresa Bray seconded to approve the following Professional Recruitments. A roll call vote was taken and the motion carried unanimously.

- South Dakota State University
  - Rasmus Houborg
  - Jerrell Kelly
  - John Killefer
  - Kwanghee Won
  - Yue Zhou
- University of South Dakota
  - Dawn S. Bragg
  - Steven Chesnut
  - Kelly Everding
  - Richard Kiefer – O'Donnell
  - Michael Thomas

**State Hosting Per Diem Reimbursement Request – SDCL 3-9-2.1:** A discussion took place regarding the following State Hosting request and it was determined that further explanation was needed by the agency as to how this was considered a State Hosting request per SDCL 3-9-2.1. The request was deferred.

- Governor's Office of Economic Development
  - Mark Boehm

A motion was made by Rich Sattgast and seconded by Ryan Brunner to approve the following State Hosting Per Diem Reimbursement requests. A roll call vote was taken and the motion carried unanimously.

- Governor's Office of Economic Development
  - Eric Foshim
  - Kristen Honey

NOTE: *This meeting is being held in a physically accessible place. Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact the Secretary of State's Office at (605) 773.3537 in advance of the meeting to make any necessary arrangements.*

**Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2:** A motion was made by Rich Sattgast and seconded by Leah Svendsen to approve the following Home Station Per Diem Reimbursement request for Home Station employees only up to the state rate. A roll call vote was taken and the motion carried unanimously.

- Bureau of Finance & Management
  - Quarterly Governor's Office Council of Economic Advisors meeting held in Pierre on January 30, 2018.

A motion was made by Ryan Brunner and seconded by Rich Sattgast to approve the following Home Station Per Diem Reimbursement request for Home Station employees only up to the state rate. A roll call vote was taken and the motion carried unanimously.

- Department of Agriculture
  - Division directors and all department meeting held in Pierre on November 15-16, 2017.

A motion was made by Leah Svendsen and seconded by Ryan Brunner to reject the following Home Station Per Diem Reimbursement request. A discussion was held and it was determined that this request is included in the State Transfer request. A substitute motion was made by Jason Lutz and seconded by Teresa Bray to reject the Home Station Reimbursement Request. A roll call vote was taken and the motion carried unanimously.

- Department of Game, Fish, and Parks
  - Home station lateral transfer request for Jacob Hasz for the period of November 25, 2017 to December 21, 2017.

A motion was made by Rich Sattgast and seconded by Colin Keeler to approve the following Home Station Per Diem Reimbursement request. A roll call vote was taken and the motion carried unanimously

- Governor's Office of Economic Development
  - Management team planning retreat held in Pierre on November 30, 2017.

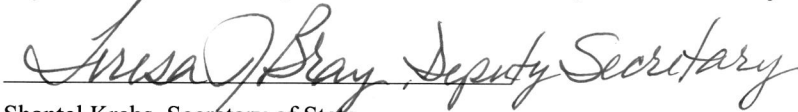
**Action Items:**

A motion was made by Colin Keeler and seconded by Ryan Brunner to approve the over state rate lodging for Kristia Thomas stay in Spearfish on November 3-4, 2017. Chris Peterson provided further clarification on the request from Secretary Jaspers. A roll call vote was taken and the motion carried unanimously.

A motion was made by Ryan Brunner and seconded by Rich Sattgast to approve the over state rate lodging for Kimberly Gukeisen stay in Pierre to work shifts at the Women's Prison from January 8-9, 2018. A roll call vote was taken and the motion carried unanimously.

A motion was made by Ryan Brunner and seconded by Leah Svendsen to approve the Board accepting fax and email signatures for requests. A roll call vote was taken and the motion carried unanimously.

**Adjournment:** Rich Sattgast moved and seconded by Jason Lutz to adjourn the meeting. The meeting was adjourned at 2:24 p.m.

  
Shantel Krebs, Secretary of State